



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE: December 9, 2014**

**DATE:** November 25, 2014

**TO:** Board of County Commissioners

**FROM:** John Slaughter, County Manager   
328-2008, [jslaughter@washoecounty.us](mailto:jslaughter@washoecounty.us)

**SUBJECT:** Recommendation to appoint Kevin Schiller as Acting Director of the Washoe County Social Services Department effective December 9, 2014 and possible direction to staff on recruitment for the position of Social Services Director. (All Commission Districts.)

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### SUMMARY

The Board appointed Ken Retterath as Acting Director of Washoe County Department of Social Services on January 6, 2014. Mr. Retterath submitted his resignation from the position effective November 26, 2014. Based on operational and statutory requirements, in the interim effective November 26, 2014 the County Manager appointed Assistant County Manager Kevin Schiller as Acting Director of Social Services and is requesting the Board affirm the appointment of Mr. Schiller effective immediately. In addition, the Department of Human Resources has begun development of a recruitment initiative for a permanent Department Director; with direction being sought from the Board.

Strategic Objective: Safe, secure and healthy communities

### PREVIOUS ACTION

On January 6, 2014 the Board of County Commissioners appointed Ken Retterath as the Acting Director of Washoe County Department of Social Services.

### BACKGROUND

On January 6, 2014 Ken Retterath was appointed as the Acting Director of Washoe County Social Services due to the vacancy created by Kevin Schiller accepting his current position of Assistant County Manager. Mr. Schiller served in the position for approximately 7 years serving in multiple positions within the Department prior to his appointment. Mr. Retterath submitted his resignation effective November 26, 2014 moving back into his vacant position within the Department of Social Services as a Division Director.

The Department of Social Services encompasses both Adult Services and Children's Services with subsequent statutory mandates requiring a Department Director. It is recommended that Mr. Schiller be appointed as the Acting Director pending the recruitment and selection of a permanent Department Director.

In addition, staff has initiated development of a recruitment plan with the recommendation for recruitment through the Department of Human Resources to expedite selection of a candidate. Staff also seeks direction from the Board on this recommendation and the recruitment.

### **FISCAL IMPACT**

No fiscal impact. Budget authority for the Assistant County Manager as the Acting Director of Social Services is included in the Fiscal Year 2014/2015 Adopted Budget.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners appoint Kevin Schiller as Acting Director of the Washoe County Social Services effective December 9, 2014 and possible direction to staff on recruitment for the position of Social Services Director.

### **POSSIBLE MOTION**

Should the Board agree with the recommendation, a possible motion would be to "appoint Kevin Schiller as Acting Director of the Washoe County Social Services Department effective December 9, 2014 and possible direction to staff on recruitment for the position of Social Services Director."